

**MINUTES OF THE HERSTMONCEUX VILLAGE HALL
MANAGEMENT COMMITTEE HELD
ON MONDAY 11th OCTOBER 2021 AT THE VILLAGE HALL**

PRESENT Chris Thompson (Chairperson), Ian Stewart (Treasurer), Sheila Charlton (Secretary) -arrived 15 minutes after start of meeting, Bryan Naish, Liz Ford, Jo Angear, Sue Wicks, Lisa Taplin and Karena Mayhew

APOLOGIES None.

MINUTES OF THE MEETING HELD ON 13th SEPTEMBER 2021

The Minutes were accepted by those present, after one amendment, as a true record of that meeting, having been circulated to members before the meeting.

MATTERS ARISING

None as subject matters outstanding would be covered in the meeting.

TREASURER'S REPORT

1. Income	£1730.00
Expenditure	£2437.00

The main spends were Fusion 4 £232.83 for fixing shutters to fire alarm system and £447.60 for the year cost of quarterly fire alarm checks. New set of keys was £301.30

2. Sewage system checked and all working ok
3. Keys. Have bought new sets of front and internal door keys.
4. Baby changing unit wouldn't stay up. The valve/cylinder was too old! Couldn't replace cylinder. Bought new unit for £134.45 and fitted.
5. BT phone and internet contract renewed at the same rate (given a few pence) as the existing contract.
6. Met with James Gallifant, the Webmaster, and the web page and diary now up to date. Revised things like reference to DPS (no longer required) and email addresses. Taught how to upload dairy to web page.
7. Computer and printer. Needs to be sorted out and tidied up. Not James Gallifant field. Meeting with Uniserve, who do Parish Council work, and will report on what to do in due course. Need to sort Office 365 programme and incorporate upload of data storage.
8. PPL/PRS have finally replied to email and sent the renewal forms. Will deal with these in due course.

9. Current bookings. Apart from Short Mat Bowls (who have stopped completely) and Luncheon Club, who will not start until New Year, all other users have restarted. Still giving advice to be cautious, space out, sanitise and keep windows open.

10. Accounts are being audited, Need to file before end of month and will do this when returned. Will chase up from Andrew Phillis auditor. Will need to file and update members of committee on Charity Commission website. Need details from Liz and Lisa.

11. Electricity account with Ampower. Rate fixed until 02.09.2022. Much depends on supplier still trading.

12. 11 November Memorial at 11am outside Hall. Agreed with Richard Stevens to hold ceremony and will advertise nearer the date.

13. Microwave in Small Kitchen not working properly. Mend or replace? Cost of similar one approx. £140 to £150. It was decided it should be replaced. Sheila suggested that Ian apply to the VIC Committee for grant to cover purchase.

14. Grant. Maxine, Parish Admin officer, sent details for possible grant from Arts Council. Will investigate.

15. The unreadable water meter. Ian has spoken to South East Water who will replace it. No date for this yet.

16. Defibrillator – Ian has still to ask the clerk to the Parish Council for details of supplier and will then obtain the cost for one to be fitted at the hall.

The Chairman and the committee expressed their grateful thanks to Ian Stewart for all the time and effort he has put into keeping the village hall running efficiently.

HALL CARETAKER/MANAGER

Chris and members of the committee are to interview one candidate after this meeting at 7.00pm. The other committee members will be informed of any development.

INCREASE HALL CHARGES FOR 2022

It was agreed that this item will be put on the April 2022 Agenda to discuss charges for 2023, as it was felt that users who were coming back would not appreciate an increase at this difficult time. This may have to be brought forward if electricity charges increase as has been forecast.

ANY OTHER BUSINESS

The storage problem has been sorted at present. The hall chairs have been inspected as Jo says they look "very tired". It was agreed many need replacing. Ian will look up and price the cost of 160 new banqueting style chairs. He will then apply to the Parish Council for a grant to help with payment.

Sue had a problem with another hirer trying to access the hall whilst she was using it. The person concerned has been contacted by Chris and reminded of the rules. The users

have the right to refuse access to other parties if it is still within their hire agreement time, unless there is an emergency.

DATE OF NEXT MEETING

The next meeting will be on Monday 15th November 2021 at 6.00 pm in the lounge of the village hall.